

**REGULAR MEETING OF THE COMMON COUNCIL  
OF THE CITY OF PLATTSBURGH, NEW YORK**

May 5, 2016

**5:30 P.M.**

**MINUTES**

**5:07pm: Councilor Kelly made a motion to enter in to Executive Session Seconded by Councilor Kasper to discuss Retirees litigation. Returned at 5:50pm**

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**Present:** Mayor James Calnon, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Dale Dowdle (W3), Paul O'Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

**Absent:** None

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**1. MINUTES OF THE PREVIOUS MEETING:**

**RESOLVED:** That the Minutes of the regular meeting of the Common Council held on April 21, 2016 a Special Meeting held on April 28, 2016 are approved and placed on file among the public records of the City Clerk's Office.

By Councilor Kasper; Seconded by Councilor O'Connell

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**2. PAYROLLS OF VARIOUS DEPARTMENTS:**

**RESOLVED:** That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending April 27, 2016 in the amount of \$ 368,477.22 and May 4, 2016 in the amount of \$ 178,923.11 are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Armstrong; Seconded by Councilor Kretser

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

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**3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:**

- Report of Fire and Ambulance Responses for the weeks of April 21 – May 4, 2016
- Report from the Building Inspector's office May 3, 2016
- Statement from the City Clerk's Office of all monies received during the month April 2016 in the total amount of \$9,437.83
- Report from the Parking Violations Bureau for April 2016

**RESOLVED:** That the reports as listed are hereby ordered received and placed on file among the public records of the City Clerk's Office.

By Councilor Kelly; Seconded by Councilor Dowdle  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

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**4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None**

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**5. AUDIT OF CLAIMS:**

**RESOLVED:** That the bills Audited by the Common Council for the weeks ending April 29, 2016 in the amount of \$ 1,774,803.03 and May 6, 2016 in the amount of \$ 387,467.54 are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Kasper; Seconded by Councilor Dowdle  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

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**6. PERSONS ADDRESSING COUNCIL:**

**Stephanie Desautels and Jenn Boyer** spoke about the Plattsburgh Half Marathon. Thanked everyone in community for making it a great event. Thanked City and Departments for all of their hard work. Read and Submitted in to minutes a letter to Mayor Calnon from the Michael J Fox Foundation.

**Scott Bazzano** from Hobie's Sports Den. Asked council to reconsider his request to utilize 2 parking spaces in front of his restaurant because they can only put out 2 tables on sidewalk.

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**7. OTHER ITEMS:**

**A. RESOLVED:** In accordance with the request therefore the Common Council approves SUNY Plattsburgh Club Caribbean to hold a "Street Jam Carnival" on September 3, 2016 from 1:00pm -5:00 pm blocking off a section of Rugar Street from Memorial Hall to Mason Hall. Insurance proof is required.

By Councilor Armstrong; Seconded by Councilor Kretser  
Discussion: None  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**B. RESOLVED:** In accordance with the request therefore the Common Council approves the City Recreation Center to continue the Veterans Affairs agreement to offer free memberships to Veterans enrolled in the MOVE Program without restrictions on usage.

By Councilor Kasper; Seconded by Councilor Armstrong

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**C. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.50 to include the additional \$110,900 of cost to complete the work on Hamilton Street by reducing the cost related to Haley Drive by the same amount. This revision will not require an amendment to the bond resolution authorized September 3, 2015, providing funding to the project.

By Councilor Kelly; Seconded by Councilor Dowdle

Discussion: None

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**D. RESOLVED:** In accordance with the request therefore the Common Council approves Contract #2016-03 "Hamilton Street Roadway Improvements" be awarded to Steven E Fuller Inc. for the bid price of \$314,900. Source of funding is Capital project H5110.50 "2015 Street Resurfacing and Improvements."

By Councilor Kretser; Seconded by Councilor Dowdle

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**E. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.57 to include \$190,000 for the resurfacing of Sandra Avenue from Park Avenue West to Terrace West in the 2016 Street Resurfacing project.

By Councilor Kasper; Seconded by Councilor Kelly

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**8. TRAVEL REQUEST:**

**A. RESOLVED:** In accordance with the request therefore the Common Council approves two Police Department employees to attend “New York State Association of Chiefs of Police Annual Conference” from July 10 -14, 2016 in Buffalo, NY the total cost will not exceed \$2,424 and will be expensed out of the Asset Forfeiture fund.

By Councilor Kasper; Seconded by Councilor Dowdle

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

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**9. RESOLUTIONS FOR INITIAL CONSIDERATION: None**

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**10. NEW BUSINESS:**

**Councilor O’Connell made a motion to reconsider request from Hobie’s to use 2 parking spaces for outdoor dining because he thought they had enough space for tables on the sidewalk:**

By Councilor O’Connell; Seconded by Councilor Kretser

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

**Motion to waive rule 4 for initial consideration:**

**RESOLVED:** In accordance with the request therefore the Common Council approves Hobie’s Sports Den located at 68 Margaret Street to use **two** parking spaces in front of their establishment for outdoor dining seating, subject to appropriate licensing by NYS Liquor authority, and subject to City permits issued by Building Inspector. All permits must be received prior to barrier placement.

The owners will contact Concrete Supply or similar and are prepared to purchase concrete barriers. The City is asked to permit the licensee to use concrete barricades with the City installing and removing at the beginning and end of the season. The City will be reimbursed for these services and the cost shall be determined by the Department of Public Works. The requested dates are from May 1, 2016– September 30, 2016.

By Councilor Kretser; Seconded by Councilor O’Connell

Discussion: Yes

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

**Councilor Armstrong** acknowledged an event she attended on campus today. An Honor student named Adam Sicardi presented a history of the campus and incorporated in to that history examples of the relationship between the city and the campus since its inception. She was impressed by the content and the professional manner in which the student presented it. She requested a copy to share with Council. She didn't get a chance to discuss Taxi regulations law last time and express the concern of someone who she has spoken with regarding some illegitimate taxi services that are kind of creeping in to the city. So I would like to put that on the agenda for next week's work session.

**Councilor Kasper** said a quick antidote that I found impressive in terms of city cooperation with the college. When Hawkins burned down in 1929 everyone moved out of their offices in the court house so the college could move in and function. With regard to next week's work session we have a very important work session and Paul is going to help us with it will be visioning brainstorming in anticipation of the application for the Downtown Revitalization Grant.

**Councilor Dowdle** inquired about Old Base Marina closed/status?

**Kevin Farrington** gave updated. Out to Bid, FEMA funded project.

**Councilor O'Connell** inquired if trees are available this year?

**Kevin Farrington** stated no don't have capital project for it.

**Councilor Kelly** stated there will be a MLD Board meeting immediately following the May 19, 2016 Council Meeting. He received an email from Kathy Livingston that she desperately needs a PC and does not have money in her budget. [Councilor Kasper and Mayor Calnon stated that was discussed last week] Thanked Public Work employees for everything they do. He made donation to the Saratoga Replica project in memory of his father who loved the city.

**Steve Peters** complying with Article 18 of the General Municipal Law is publically disclosing a contractual arrangement between me, an employee of the City of Plattsburgh, and my wife's business, of which I have an interest. It also restricts any contractual arrangements to \$750 or less (for the entire year) and submitted written disclosure in to minutes of the meeting.

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**11. CLOSING PUBLIC COMMENTS: None**

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Motion to Adjourn by Councilor Kasper; Seconded by Councilor O'Connell

Roll call Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

(All voted in the affirmative)

**MEETING ADJOURNED: 6:26pm**



May 3, 2016

Mayor Jim Calnon  
City Hall of Plattsburgh  
41 City Hall Place  
Plattsburgh, NY 12901

Dear Mayor Calnon,

I am writing this letter to express our sincere thanks and appreciation for the Plattsburgh Half Marathon – a key Team Fox event raising critical funds and awareness for The Michael J. Fox Foundation. Event organizers Stephanie Desautels and Jennifer Boyer have worked tirelessly over the last six years donating every penny raised by the race – now well surpassing \$150,000 – for Parkinson's disease (PD) research. They have been pillars in the community; connecting with those affected by or living with the disease today. What started as a way for Stephanie to honor her father who lives with PD has now grown into something so much larger than herself.

The Plattsburgh Half Marathon is the *only* event of its kind organized by Team Fox members to fundraise for The Michael J. Fox Foundation. We understand that community fundraising events require plenty of sweat equity and appreciate everything the City of Plattsburgh contributes to help make this event a huge success year after year. The combined effort from Stephanie, Jennifer, the city, the volunteers and all the sponsors help to bring in the greatest amount of donations – propelling the Foundation closer to a cure.

To date, The Michael J. Fox Foundation for Parkinson's Research has invested more than \$600 million in the field with 100% of all Team Fox proceeds going straight to the research program effort. We strategically target our resources to achieve maximum scientific impact. Our initiatives attract and support established world-class scientists as well as researchers new to the field of Parkinson's. Every day, these research pioneers face the same challenge: Nearly five million people worldwide live with Parkinson's disease. Finding a cure has never been more urgent.

On behalf of everyone at The Michael J. Fox Foundation, thank you for being a part of this incredible event. Together, we will find a cure for Parkinson's.

Best regards,

Stephanie Paddock  
Director, Team Fox

**Todd Sherer, PhD**  
*Chief Executive Officer*

**Michael J. Fox**  
*Founder*

**Deborah W. Brooks**  
*Co-Founder & Executive Vice Chairman*

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## Carlin, Beth

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**From:** Peters, Steve  
**Sent:** Thursday, May 05, 2016 5:33 PM  
**To:** Carlin, Beth; dean@schnellerlaw.com  
**Subject:** Fwd: Running Race/Event Timing Disclosure

Sent from my iPhone

Begin forwarded message:

**From:** "Peters, Steve" <PetersS@cityofplattsburgh-ny.gov>  
**Date:** May 4, 2016 at 12:36:41 PM EDT  
**To:** City Council <citycouncil@cityofplattsburgh-ny.gov>, "Geddes, Sandra" <GeddesS@cityofplattsburgh-ny.gov>  
**Cc:** "erinpeters158@gmail.com" <erinpeters158@gmail.com>  
**Subject:** Running Race/Event Timing Disclosure

City Council—

In 2014 and 2015 I utilized my wife's timing business, Adirondack Coast Events, to do the race timing of the Rockeater Adventure Race, the Red, White and Blue Relay, the Rum Run, Treehouse 10k and a number of our weekly iTri events. Race timing involves computers, components and software. Each runner gets a reusable RFID timing chip and times are digitally recorded when runners cross the finish line. The software then sorts the data by time, age, gender and any other parameters our clients may need. With this technology, results are instantaneous. Without it, it can take hours to assemble results. Using our personal equipment for this effort is a donation to the City and to the region—and, frankly, it's fun to contribute to positive things in our community. Revenue generated from city events in that period of time was about \$20,000, which all went to the City of Plattsburgh. We want to continue this arrangement but also have the ability to replace broken equipment over time.

In doing so, we need to comply with Article 18 of the General Municipal Law. This requires us to publically disclose a contractual arrangement between me, an employee of the City of Plattsburgh, and my wife's business, of which I have an interest. It also restricts any contractual arrangements to \$750 or less (for the entire year). Therefore, with permission from the Mayor, I will disclose this at Thursday's meeting and will present a contract, at a later date, to the mayor for no more than \$750. No voting will take place—the law only requires disclosure. That \$750, which will come from race entry revenue, will only be used to replace equipment and upgrade our system.

Further disclosure and details of this agreement are below:

1. We (meaning my wife at Adirondack Coast Events and me, as Superintendent of Recreation) will do all race registrations on our "RunSignUp" account as opposed to what the City has used in the past (a modified version of our EZ Facility software). RunSignUp is designed for running events, allows customized registration, group/corporate registration, coupons, fixed deadlines, financial reporting, and seamless integration with our timing software. In this way, we can offer immediate text message results, better promotional opportunities, online race day registration, and an overall better experience for our participants, for the timing company, and for the City of Plattsburgh.
2. Using this service will also save the 2.5%-3.5% fee that CSI charges the City for each transaction. This amounts to an additional \$600-\$900 that the City will save (and more if other races are added).
3. Four quotes were solicited from other companies and two were received. One quote came in at \$7127, the other at \$7974. If Adirondack Coast Events were to quote this out based on its fee structure, it would be about \$5200. **This agreement reflects about a 85% discount.**

4. We would forward all revenue after any direct (consumable) expenses to the City at the conclusion of each event in one lump sum (or in installments as city cash flow may require). This will eliminate City staff doing what could be thousands of CSI report reconciliations, which will also save staff time.
5. We would set up the registration for these runs very soon to establish a customary registration window—this would be augmented by city social media promotions as necessary. Meaning, the city will promote its own races.
6. Race prices and fee schedules would be set up by the City. These financial decisions would be made by Sandra Geddes to maximize registrations, revenue, and encourage top-of-mind awareness.

Here are some of the considerations for Adirondack Coast Events:

1. Adirondack Coast Events is a “partner” company with RunSignUp (the online registration service provider). RunSignUp has a variable rate for online registrations—the more expensive the race is, the lower the percentage. In general, a participant will pay the registration fee themselves (~\$2.50). The terms of the partnership with RunSignUp requires RunSignUp to remit 20% of the ~\$2.50 to Adirondack Coast Events. This is primarily where the \$750 would come from.
2. The City will never lose money on enlisting the timing services of Adirondack Coast Events. But, the responsibility of timing a large and impactful race will fall on Adirondack Coast Events.
3. Adirondack Coast Events will lose revenue because it will be unable to time any other races in the area that are on the same day as a city race.
4. Any registrant data would be retained by Adirondack Coast Events (there is no access to credit card numbers and they are not stored by Adirondack Coast Events).
5. City names Adirondack Coast Events as additional insured.

IF you have any questions before tomorrow’s meeting, please let me know.

Sincerely,



**Steve Peters**

Superintendent of Recreation | City of Plattsburgh, Plattsburgh, NY 12901  
[www.plattsburghrecreation.com](http://www.plattsburghrecreation.com) | [www.cityofplattsburgh.com](http://www.cityofplattsburgh.com)  
 p: 518.324.7709 f: 518.324.7576